



Notice Inviting Financial Bids

FINANCIAL BID for EVENT MANAGEMENT AGENCY (EMA)

(details given in the Financial Bid document)

The Reserve Bank of India (RBI), Department of Economic and Policy Research invites bids through e-Tendering process from empaneled Event Management Agency for organising a High-Level Conference in Taj Palace, New Delhi. The details of the e-tender are available in this document.

E-Tender document may be downloaded from MSTC website from the following URL: <https://www.mstcecommerce.com/eproc/>.

Corrigenda or clarifications, if any, shall be hosted on the RBI and MSTC websites only. RBI reserves the right to accept or reject any tender.

Last date and time of submission of online tenders: 1700 hrs of August 02, 2024

SCHEDULE OF TENDER (SOT)

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| 1. | e-Tender No. / Event No. | RBI/DEPR-Central Office Departments/Others/1/24-25/ET/235 |
| 2. | Purpose | High Level Conference as part of RBI@90 commemorations. |
| 3. | Mode of Tender | e-Procurement System (online submission of bid through https://www.mstcecommerce.com/eproc/ The vendors, who intend to bid, are required to submit their offer electronically through this e- tendering portal. No physical bid would be accepted by RBI. |
| 4. | Date of publication of Financial Bid through Procurement Portal | July 22, 2024 |
| 5. | Date of availability of Notice Inviting Financial Bid to the Vendors for downloading | 1700 hrs of July 22, 2024 |



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| 6. | Date of Starting of Financial Bid | 1700 hrs of July 22, 2024 |
| 7. | Date and time of closing of Online Financial Bid | 1700 hrs of August 02, 2024 |
| 8. | Date & time of opening of bids | 1500 hrs of August 05, 2024 The Event Management Agencies (1-2 representative(s)) may be present during opening of the bids. The Bank may at its sole discretion decide to open the bids over video conference. However, Bids would be opened even in the absence of any or all the Agency representatives. |
| 9. | Total estimated cost (inclusive of GST) | ₹48,00,000/- (Rupees Forty-Eight Lakh only) |
| 10. | Earnest Money Deposit (EMD) | A Demand Draft/Bank Guarantee (BG) for Rupees Ninety-Six Thousand drawn in favour of “ Reserve Bank of India ” payable at Mumbai should be delivered to the office of Adviser-in-Charge, Department of Economic Policy and Research, Reserve Bank of India, 7th Floor, Central Office, Fort, Mumbai – 400001 on or before closing of the e-tender submission time, <i>i.e.</i> , 1700 hrs of August 02, 2024 . EMD of unsuccessful bidders would be returned. EMD of successful bidder would be returned after submission of Bank Guarantee/Security Deposit. |
| 11. | Date of submission of Performance Bank Guarantee (PBG) | August 12, 2024 The PBG shall be 5% of the contract amount. |
| 12. | Transaction Fees | To be paid through MSTC Payment Gateway/NEFT/RTGS in favour of MSTC Limited or as advised by M/s MSTC Ltd. |
| 13. | Details of contact persons | 1. Shahbaaz Khan (Manager): Mob: 8727880972, (shahbaazkhan@rbi.org.in) 2. Shashi Kant (Asst. Adviser): Mob: |



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| | | 9987011885, (skant@rbi.org.in), Contact person (MSTC Ltd): 3. HO Central Helpdesk - helpdesk@mstcindia.co.in – Landline - 079 6906 6600 |
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Notes:

1. In the event of any unforeseen closure of work/ holiday on any of the above days, the same will be opened on the next working day.
2. Financial Bids received after due date and time will not be accepted.
3. Financial Bids not complying with the provisions of bidding documents are liable to be rejected.
4. This notice is being published for information only and is not an open invitation to quote in this limited e-tender. Participation in this e-tender is by invitation only and is limited to the selected Procuring Entity's enlisted contractors. Unsolicited offers are liable to be ignored. However, contractors who desire to participate in such tenders in future may apply for enlistment with RBI as per procedure.